**Date: 6/27/2022**

**Roll call: 13 Present**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Name  |  | Jan24 | Feb X | MarX | Apr X | MayX | JunX | JulyX | AugX | SepX | OctX | NovX | DecX |
| Position | Name |  |  |  |  |  |  |  |  |  |  |  |  |
| President | Denise Schuele (She-lee) | x | x |  | x |  | x |  |  |  |  |  |  |
| President-elect | Christi Wells | x | x |  | x |  | X |  |  |  |  |  |  |
| Immediate Past-president | Brandon Skidmore | x | x |  |  |  | x |  |  |  |  |  |  |
| Treasurer | Meagan Sadler | x |  |  |  |  | x |  |  |  |  |  |  |
| Secretary | Megan Gottschalk | x | x |  | x |  | x |  |  |  |  |  |  |
| APHA Delegate  | Eldonna Chesnut | x | x |  | x |  | x |  |  |  |  |  |  |
| Director at Large | Megan Foreman | x | x |  |  |  | x |  |  |  |  |  |  |
| Director at Large | Charlie Hunt | x | x |  | x |  |  |  |  |  |  |  |  |
| Director at Large | Virginia Barnes | x | x |  | x |  |  |  |  |  |  |  |  |
| Administrative Section  | Kendra Baldridge |  | x |  |  |  | x |  |  |  |  |  |  |
| Community Health  | Alison Koonce | x | x  |  | x |  |  |  |  |  |  |  |  |
| Infectious Disease Section Chair | Sonalli Kurlekar (So-nall-e Kur-lee-car) | x | x |  |  |  | X |  |  |  |  |  |  |
| Preparedness Section Chair | Steve Maheux |  | x |  |  |  |  |  |  |  |  |  |  |
| Environmental Section Chair | Jack Brown |  | x |  | x |  | x |  |  |  |  |  |  |
| Oral Health Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Research Evaluation Co- Chair | Ruaa Hassaballa | x | x |  | x |  |  |  |  |  |  |  |  |
| Research Evaluation Co- Chair | Belle Federman | x |  |  |  |  |  |  |  |  |  |  |  |
| Tobacco/MH/SA Section Chair | Cristi Cain | x | x |  | x |  | x |  |  |  |  |  |  |
| Policy and Advocacy Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Communications Section Chair | Sara Magnasco | x |  |  |  |  | x |  |  |  |  |  |  |
| Student Section Chair | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| **Quorum: (Yes/No – Need 10)** |  |  |  | YES |  |  |  |  |  |  |  |  |
| Ex-Officio | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Ex-Officio | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Ex-Officio | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| APHA Board Representative | Eldonna Chesnut  |  | x |  | x |  | x |  |  |  |  |  |  |
| Membership Committee | Ruaa Hassaballa |  | x |  | x |  |  |  |  |  |  |  |  |
| Conference Committee | Vacant |  |  |  |  |  |  |  |  |  |  |  |  |
| Awards Committee | Nikki Keene Woods |  |  |  |  |  |  |  |  |  |  |  |  |
| KPHA Administrator | Angela Bedell | X | x |  | x |  | x |  |  |  |  |  |  |
| Guests | Shirley Orr, Natalie Moynihan, and Emily Whelan |  |  |  |  |  |  |  |  |  |  |  |  |

**Date:** June 27, 2022

**Time:** 10AM

**Location:** Zoom

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| --- | --- | --- |
| Agenda Item | Facilitator | Notes & Meeting Actions |
| Call to Order  | Denise | Meeting called to order. |
| Determination of quorum  | Megan  | A majority (72%) of the Board of Directors, with 13 of 18 voting Board Members, were present. This resulted in having quorum. |
| Agenda  | Denise | 1. Request for additional agenda items.
2. Angela requested the grant funding topic and annual conference topic be switched in the agenda order.
3. Meagan Sadler made motion to approve the June agenda. Megan Foreman second, motion APPROVED.
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| Approval of Minutes | Denise | 1. April meeting minutes will be approved at July meeting.
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| Announcements and Sharing | Meagan | 1. No announcements or sharing
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| Treasurer’s Report  | Angela  | 1. Shared that there is not a lot of financial movement in early half of 2022. Membership fees are down from 2021, but nothing too alarming.
2. Angela shared that when a date is set for the conference, membership and conference revenue will increase. Denise added that they heard from support KC and the WSU payment from the 2021 conference has not been received and will follow up with James. No further questions.
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| President’s Report | Denise | 1. No President Report, used to provide conference updates.
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| GRA/KPHA Administration Update | Angela | 1. No Administrative Update
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| Affiliate Representative to Governing Council (ARGC of APHA) | Eldonna | 1. Eldonna shared that they had the mid-year meeting in May.
2. New membership director hired is Demont McWilliams.
3. The APHA registration went live for everyone June 27. This year is the 150th anniversary and she is encouraging people to attend in Boston if they can. Affiliate day is on the Saturday before the general conference. She encouraged members interested in attending to also book hotels.
4. She verified with Denise or Angela KPHA sent in information on our history. Angela said that Natalie took care of it.
5. She also shared that KPHA was one of the first 3 affiliates to join APHA.
	* There was some discussion about KPHA historical documents and where they are stored. Arizona PH Association has partnered with their historical society, and they have taken over their historical documents so that they can keep track of Public Health history also.
	* Eldonna inquired if KPHA had any interest in as an option to safely store our historical documents.
	* Angela will circle back around to ensure that the correct information was submitted to Lindsey and Holly at APHA.
	* The next thing is getting prepared for the APHA annual meeting.
	* Nov. 1st and 2nd will be the policy hearings
		1. Eldonna requested that KPHA let her know how we wish for her to vote on behalf of KPHA.
		2. She is going to put the policies in an e-mail and send out to everyone.
		3. 13 policies are up for archiving and can be reviewed on the website. There are policies that have reached designated archive policy. If not removed, they will be archived. They do not go away, just moved to archives.
6. APHA is entering their new strategic planning process. There will be an opportunity to provide feedback. Jeanne Holtz is chair of the subgroup of the executive board for strategic planning.
7. APHA has a YouTube channel and highlights videos educating what public health is and is useful for local departments and community members to explain what public health is.
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| Annual Conference | TBD  | 1. She has been working with James at WSU regarding capacity. We have two options for the 2022 Annual Conference:
	1. Wednesday, September 28 or Thursday, September 29
	2. WSU has space reserved at the Metropolitan Complex for KPHA
	3. Denise proposed the 2022 Annual Conference be a one-day event hosted from 9am – 4pm, including a couple of keynotes, breakouts, vendor access and provide lunch/snacks/beverages. It will reduce overall costs hosting at WSU and only on one day, especially since membership has decreased. Denise is awaiting the full proposal from WSU and will share with the planning committee and provide their recommendation to the Executive Committee if able to. WSU houses all of their own AV, parking, and onsite/nearby discounted lodging. The Metropolitan complex is also convenient in location and accessibility.
2. Brandon also offered the Sunflower Foundation’s space for this event, but their capacity and AV access may not meet KPHA’s needs for the conference.
	1. Brandon shared that the one-day format for this year’s conference fits KPHA from a capacity and financial standpoint right now. Given that this would be our first in person event in the past three years, it will allow for a more successful event than the 3-day option.
	2. Eldonna inquired about lodging options and Denise shared there are multiple options available, with WSU discounted rates.
3. Denise requested a motion for the Board to approve the 2022 KPHA Annual Conference as a one-day event. Brandon moved. Christi Wells second, motion APPROVED.
4. Date options to be considered:
	1. September 21 or 22nd
	2. September 27, 28, or 29th
	3. Oct. 25 or 27th
5. Eldonna shared Johnson County generally sends lots of people to KPHA and there is an event on September 21st and 22nd and that the last week in October is too close to the APHA conference. Denise shared that the top annual conference day contenders would be September 28th, 29th, and the planning committee will provide a recommendation of date, registration cost and budget details at the July 18 board meeting.
6. Brandon asked if that is enough time for us to generate the content that we need.
	1. Denise responded that from a logistics standpoint the answer is yes by using WSU metro complex. From a content perspective, conference planning committee will come together with theme, content, and key areas they are focusing on for this year. Based on proposed estimate cost from James/WSU, the conference should not cost more than $25,000.
7. Angela suggested that the board give the executive committee the authority to approve dates/budget to move things along quickly.
8. Denise requested a motion to allow the executive committee to make final determination to make conference decisions regarding dates and not to exceed $25,000 budget. Brandon moved. Steve Maheux second, motion APPROVED.
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| Policy & Advocacy | Sonja | 1. No report
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| Communications & Website | Sara | 1. No report
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| Awards | Nikki | 1. No report
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| Bylaws | Charlie | 1. Re-elections. Looking at board elections and anticipating timelines. Christi Wells has begun the selection and invitation of the 2023 slate of officers.
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| Environmental Health  | Jack | 1. No section update
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| Infectious Disease  | Sonalli | 1. No update.
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| Tobacco/Mental Health  | Cristi | 1. No Update
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| Administrative | Kendra | 1. No Update
 |
| Emergency Preparedness | Steve | 1. No Update
 |
| Oral Health | Vacant | 1. No Update
 |
| Community Health  | Allison | 1. No Update
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| Membership | Ruaa | 1. No Update
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| Research & Evaluation  | Ruaa/Belle  | 1. No Update
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| Student Voice | Vacant | 1. No Update
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| Other Business | Board | 1. Angela shared that her team is still moving along with the IRS determination request, as the IRS did not approve 501c3 determination, and are resubmitting in order to apply for future grants.
2. Cristi Cain provided a KDHE update. There is a large Workforce Development Grant available through the CDC and KDHE is applying for it. It will offer about $5 billion nationwide. KDHE anticipates that Kansas’s share will be about $25 million/year. This could be a strong transformation for the PH system. They are seeking feedback from local health departments, KAHLD, PH partners across the state. This grant will focus on three areas: generic workforce; foundational capabilities strategy; and data integration. Cristi is planning to put together a one pager with information and she is willing to share with those interested. This is a five-year agreement with hopes for additional funding afterwards. There is an informational webinar hosted by KDHE on Wednesday. Funding is competitive; however, there is competition for various pieces to the grant and implementing specific strategies. 40% of KDHE’s strategy will go directly to the local health departments.
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| Adjourn |  | 1. Meeting adjourned at 11:32 AM.
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**Board meeting adjourned:**  11:32 AM

**Next meeting:**

August 15, 2022

Minutes submitted by: Megan Gottschalk, Board Secretary

X

Megan Gottschalk

KPHA Secretary

X

Denise Schuele

KPHA President